

## Senate Education Committee Information

**Meeting times and locations.** The Senate Education Committee meets on Wednesday mornings upon adjournment of the Senate floor session and Thursday afternoons beginning at 1:30 p.m. in Senate Committee Room 356. Occasionally, the committee meets in a different room to accommodate larger crowds or the needs of other committees. Changes to the committee's regular schedule are announced on the Senate floor prior to adjournment. Schedule changes will also be e-mailed to the committee's interested persons list by the committee staff. The interested persons sign-up link is located on the Senate Education Committee web page <http://www.colorado.gov/lcs/SenateEDCmte>.

**Committee hearings.** Committee meetings are broadcast over the internet. If you are not able to attend the meeting in person, you can listen live over the internet. To access the live feed, go to the General Assembly's main page at <http://leg.state.co.us>. At the top of the page is a link to audio broadcasts of current proceedings. Individual committee hearings can be accessed by clicking on the room in which the meeting is occurring. Again, the Senate Education Committee meets in SCR 356 unless otherwise noted in the calendar or on the Senate floor. In those instances where a committee room change is made at the last minute, the committee staff will send out an e-mail notification to interested persons.

**Testifying before the committee.** If you would like to testify before the committee, please sign up prior to the start of the meeting on the designated sign-up sheets. The sign-up sheets are available on the committee table. There will be a separate sign-up sheet for each bill the committee is hearing at the meeting.

The chair of the committee, Senator Evie Hudak, is responsible for overseeing public testimony and will recognize those on the sign-up sheets in an order most conducive to the business before the committee. With rare exception, everyone signed up to testify will be called upon. Because the meetings are taped and broadcast over the internet, individuals who are testifying are asked to wait to be recognized by the chair prior to beginning their testimony. The appropriate manner of address to the committee chair is "Madame Chair." The appropriate manner of address to Senate committee members is "Senator."

Once you have been recognized by the chair, you may begin your testimony by giving your name and the name of the organization you represent, if any. Committees are subject to tight deadlines and busy schedules. As a courtesy to the legislative members as well as those in the audience waiting to testify, please keep your testimony concise, relevant to the bill, and, to the extent possible, do not repeat testimony that has already been provided to the committee. If you wish to distribute materials to the committee, please bring ten copies - one for each member of the committee, and a copy for the committee's official record. Please hand any materials to the committee staff person, who will distribute the materials to the committee members.

Please observe professional decorum during the committee meetings. Clapping, booing, or otherwise disruptive behavior is not permitted. In addition, please avoid any personal attacks or other emotional outbursts. Finally, please turn off all cell phones and electronic devices prior to the start of the meeting.

**Joint meetings with the House Education Committee.** Joint Rule 25 requires the Senate Education Committee and the House Education Committee to stay advised of the activities, functions, and budgets of the Department of Education and the Department of Higher Education.

The Senate Education Committee meets jointly with the House Education Committee to receive briefings from these departments and the Joint Budget Committee. Joint meetings are held in HCR 0112.

In addition, the Joint Education Committee meets many Wednesday mornings at 7:30 a.m. during the legislative session. The committee hears presentations on various education topics that update legislators on past legislative decisions and inform them on future ones. The briefings are for information only, and legislative action is not taken at these meetings. These meetings will be listed in the House and Senate calendars.

**Committee staff.** The Legislative Council Staff person for the Senate Education Committee is Rachel Kurtz-Phelan. She is available to answer questions regarding the committee schedule or the legislative process. She may be reached at (303) 866-3028 or [rachel.kurtz-phelan@state.co.us](mailto:rachel.kurtz-phelan@state.co.us). As previously noted, interested persons can also sign up to receive periodic committee updates and schedule changes from the committee staff via e-mail.